

0706785

General Information

20 Nov 1953

**MEMORANDUM FOR:** Secretary, Project Review Committee  
**SUBJECT:** Annual Operational Programs for PRC Review  
**REFERENCE:** Draft of Staff Study prepared by Secretary, PRC,  
on subject problem

1. We are scheduling our fiscal year 1955 and succeeding fiscal year operational programs for preparation and review as indicated below:

a. Two division programs to be delivered to the Secretary of the PRC on the last Wednesday in April.

b. Two division programs to be delivered to the Secretary of the PRC on the first Wednesday in May.

c. Two division programs to be delivered to the Secretary of the PRC on the second Wednesday in May.

d. Two division programs to be delivered to the Secretary of the PRC on the third Wednesday in May.

e. Special Senior Staff programs to be delivered to the Secretary of the PRC on the fourth Wednesday in May.

2. Each program will have had appropriate Senior Staff and DE/T Review Board review prior to forwarding to the Secretary, PRC.

3. We recommend general provisions relative to content of programs as stated below:

a. Briefly for continuing projects (listed by Project cryptonyms)

- X (1) Statement of authority
- (2) Statement of objective(s)
- (3) Statement of estimated personnel and material requirements
- (4) Statement of estimated total cost
- (5) (To be included only if there is any major variation in above items from those of the preceding fiscal year). Details of desired major variations from preceding fiscal year program, including details of any major variations which may have been authorized and put into effect during the preceding fiscal year.

b. New projects for which complete data is available to be presented with full detail required by Agency Notice [redacted] 25X1A  
29 July 1953.

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Security Information

c. New projects for which complete data is not available to be presented with available detail, including that listed in paragraph 3.a.(1) to (4) above.

d. Projects eliminated during the preceding fiscal year and those not to be continued during the program fiscal year to be listed separately, with a single descriptive sentence for each.

e. Contingency fund requirements:

(1) Where based on specifically anticipated incidents or well formulated intentions, to be supported by all available detail for each contingency item.

(2) Additional amounts for unanticipated requirements to be stated separately and identified.

f. Additional requirements for purposes stated below to be identified and justified in such detail as is possible:

- (1) Targets of opportunity
- (2) Project development
- (3) Other operational activities (normally only an FI item)

4. It is presumed, based on PRC recommendations and DCI action on our fiscal year 1954 program, that approval by the PRC and the DCI of fiscal year 1955 and subsequent fiscal year operational programs will constitute authority to the DD/T to implement all aspects of those programs without further PRC review and DCI action. It is understood, of course, that any desired activity not included in or covered by the programs submitted to the PRC, either in terms of money or operational activity, must be handled and processed separately in accordance with prescribed Agency policies and Regulations.

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Chief of Operations

Copies to  
Chief of each Senior Staff  
Chief of each Area Division

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DD/P-ADMIN:LTS/mc (19 Nov 53)